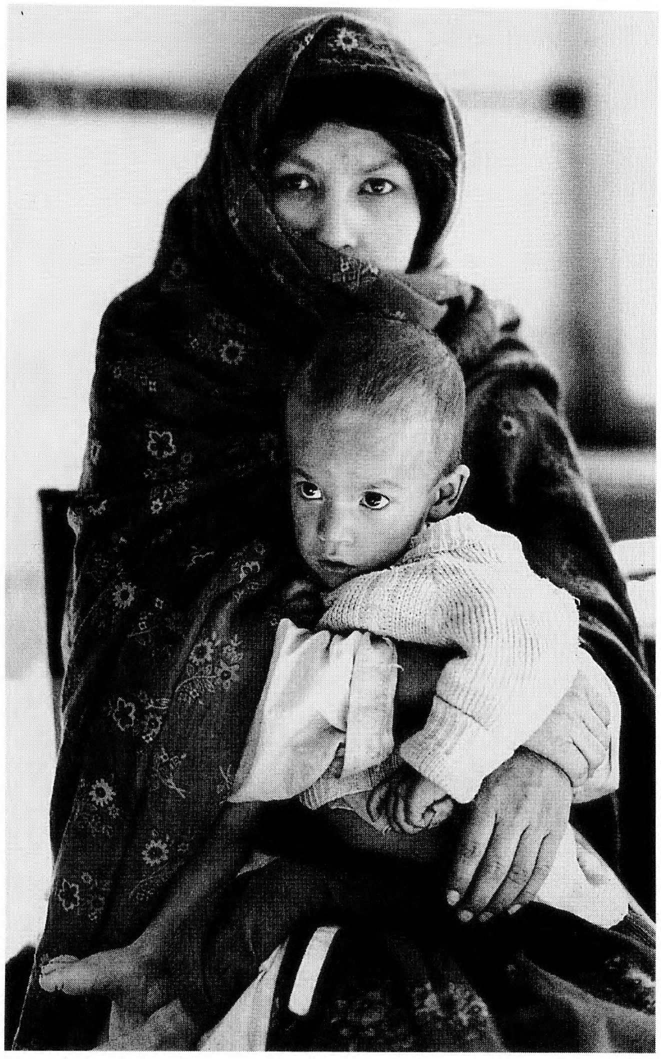
of the situation of women and men of different age groups and from different economic, social, and ethnic backgrounds. It should also identify the differences, if any, of returning IDPs and refugees; the latter are likely to have been away longer from their place of origin.

- Such monitoring should pay particular attention to issues of discrimination and marginalization and factors that contribute to this.
- Monitoring is expensive but, ideally, should continue for a period of six months or more to help ensure that basic immediate needs are met and that avoidable tensions (over use of scarce resources, property disputes etc) do not arise. *See Annex V, "Post-Displacement Monitoring" Form.*

Continued Support for Community Development



By UNICEF/Jain Isaac

Afghanistan is a country where many communities and most families have suffered tremendously throughout two decades plus of war, deprivation, dislocation, drought and unrelenting poverty. Many Afghans have endured extreme traumatizing experiences including family members being killed, taken away, and women sexually molested. It is not unusual that during times of great stress families somehow cope because the focus is on survival. But as a sense of normalcy returns painful traumas may re-emerge and impact on the overall ability of the family or individual to recover and start-over. Aid workers should be alert to such problems and the way in which families and communities try to cope with this situation.

The drought of recent years has exacerbated poverty levels and contributed to a huge problem of indebtedness. In many parts of Afghanistan, poverty is endemic and this has contributed to a vicious cycle of over-cultivation (for example cultivation on steep slopes) that degrades the environment and overall carrying capacity of the land. Part of the coping strategy in many areas is for some family members to go elsewhere to seek seasonal or longer-term employment. Thus it is important that community development initiatives pay particular attention to those who are marginalized and unable to benefit from previous coping strategies and mechanisms.

The rapid return of large numbers of returnees will impact significantly local coping strategies. It is likely that many returnees, especially refugees, will come back with new skills and ambitions that can contribute positively to the socio-economic fabric of poor communities. It is important that aid and other actors constantly review and measure the impact of their interventions and identify opportunities for change that can be harnessed for the benefit of the whole community.

Note on Protection of Communities at Risk

Introduction

Dramatic political changes in Afghanistan from the end of 2001 have had significant positive implications for the protection of at-risk groups and individuals. These changes have also altered the environment in which aid agencies and others are operating. For example, developments in different parts of the country have allowed for greater access to many communities both in terms of geographical scope and engagement. However, in some locations, vulnerable and at-risk communities continue to face serious human rights problems that directly threaten their safety and well-being.

Several credible reports have emerged regarding serious protection issues. Such reports document human rights violations against minority groups in some areas, involuntary or forced displacement, forced recruitment, reduced humanitarian space during times of factional tensions, targeting of aid workers and assets, abuse of aid assistance, and failure of aid agencies to target the most vulnerable. There are also credible reports of some communities suffering serious food deficits and water scarcity and levels of poverty that have reduced the marriage age for young girls.

The problems, coping abilities, and opportunities to push for positive change vary. Thus, it is incumbent on local authorities, aid and other actors to identify the communities who are most at risk and to determine action that can be taken to address or ameliorate the situation. Following are a number of points to facilitate discussion, analysis, and the development of strategies in this connection.

Purpose

To develop strategies that maximize the effectiveness of assistance interventions to enhance the protection of civilians. Specifically, this includes interventions to

- Prevent, ameliorate, or put an end to a specific problem or pattern of abuse that undermines the protection and well-being of at-risk civilians
- Develop the conditions essential for a life of dignity, self-worth and well-being
- Foster an environment conducive to respect for fundamental human rights

Pointers

An informed understanding of the context and dynamics which marginalize or harm particular groups is key. No less important is a good understanding of the perspectives and coping strategies of the affected community, on those changes they consider essential for their well-being.

Following are a series of points for possible consideration prior to developing a protection strategy for at-risk groups who have not moved from their place of origin. In addition to factual information about the specific protection concerns and the dynamics involved, local power relationships and the general political situation, it is important to understand how communities are organized, the problems they are facing, and indicators impacting on protection.

General

- Approximately how many families in the community?
- What is the ethnic, clan or tribal composition of the community?
- Are families, village groups, tribes intact? Have networks eroded because of drought, poverty, insecurity, conflict?
- Have traditional support/coping mechanism been affected by the years of crisis ? If yes, how ?
- How is the community organized? Are people living in extended family, tribal, ethinic groups/compounds? What changes have or have not occurred in recent years ?
- Who are the local leaders? Are they supported by the community?
- Are there women's groups ? How do women socialize/interact with each other ?
- What is the gender ratio of the population?
- Are there female-headed families, including women whose husbands are in other countries/regions for extended periods of time? How many?
- What is the condition of Female-headed Households (FHH) ? Do they have support networks/effective adult/male protection?
- What is the social and economic situation of the community?
- What are the ethnic/language compositions of the community?
- Are there armed elements in the community?
- Who owns (or has usage rights on) the land? Are there disputes over property? If yes, what is the nature of those disputes ?
- Are there disputes over other issues, for example, over debt ?
- Has the marriage age of girls decreased in recent times? If so, why (is this due to poverty or other reasons)?
- How did the war affect this community ? Have communities experienced specific human rights violations by armed groups? Are people traumatized ?
- Have people fled this area ? If yes, why ?
- Are returnees expected home ?
- What is the actual or likely impact on the community if returnees arrive? What is the attitude of the authorities and local population to returnees?
- Are there security problems? What is the nature of the security problems?
- Are there landmines/UXO ?
- Do children go to school ? If not, why not ?
- Do girl children suffer discrimination in relation to education ? Please elaborate.
- Is there discrimination against particular groups or individuals ? Please elaborate.
- Are there examples of exploitation or other abuse of civilians ? Please elaborate.

General Living Conditions

- Are there a significant number of sick or injured persons? Is there excess mortality?
- Are there signs of malnutrition?
- Does the community have access to sufficient quantities of safe water?

- Does the community have adequate food stocks and for how long? What is the general food security situation ?
- Is shelter adequate? If houses are damaged are families living with neighbours/other family members? How many families live in one home?
- Is there sufficient fuel for cooking and heating?

External Support to the Community

- What arrangements, if any, have been made by the community to resolve specific problems whether material or security-related?
- What support is being provided by the authorities, aid agencies, and others to the community? Is this support adequate, sustainable?

Dispute Resolution

- Are current problems likely to increase/continue/decrease?
- What will influence change?
- What are the traditional dispute resolution mechanism employed by the community?
- Are they still intact?

Civil Society

- Is civil society active in this location ?
- What civil society groups exist ?
- Are there any women groups ?
- Media: what access to this ?

GUIDING PRINCIPLES ON INTERNAL DISPLACEMENT: AT A GLANCE

The Guiding Principles define IDPs as persons who have been forced to leave their homes to avoid the effects of armed conflict, generalized violence, natural or human-made disasters, or violations of human rights, and have not crossed an internationally recognized State border. These Principles also prescribe a protection framework for humanitarian action on behalf of internally displaced persons.

- **ROLES OF STATE AND INTERNATIONAL COMMUNITY**

  Assistance to, and protection of, IDPs remain the primary responsibility of national authorities. The international community has the right to offer support to national authorities in meeting the humanitarian needs of IDPs. In this regard, the authorities must maintain a secure humanitarian space that allows the international community to provide help safely and without hindrance.

- **EQUALITY AND NON-DISCRIMINATION**

  IDPs are entitled to the same human rights as other nationals who have not been displaced, and they should not be subjected to discriminatory treatment because of their status as internally displaced. Humanitarian action must be undertaken with due regard to principles of humanity and impartiality, keeping in mind the humanitarian needs of host/local communities.

- **PROTECTION DURING DISPLACEMENT**

  The protection of IDPs during displacement requires, among others, respect for their rights to personal security and essential material needs, family unity, freedom of movement, including the right to seek and enjoy asylum in other countries. The IDPs' own response strategies to protect themselves must be recognized, strengthened and not undermined by aid or other actors.

- **RIGHT TO INFORMATION & PARTICIPATION IN DECISION-MAKING**

  At all stages of displacement, it is important to ensure the full participation of IDPs in planning and development, not only of solutions to their displacement, but also of protection strategies and assistance programmes. This includes respecting their right to information so that they can make informed decisions.

- **VOLUNTARY RETURN AND SUSTAINABLE SOLUTIONS**

  The authorities, with the assistance of the international community and full participation by IDP communities, must work towards conditions that would allow return, resettlement and reintegration. Return must be voluntary, and in conditions of safety and dignity. Solutions must be durable and sustainable.

AREA OF ORIGIN ASSESSMENT FORM

Date of the survey: (___/___/_____) Surveyors Name: 1. ____________________________

Organization's name: 2. ____________________________

METHODOLOGY: indicate how data has been collected (eg from communities, leaders, authorities, NGO/UN staff, observation, etc):

1. General Information

Province	
District	
Village	
Name of community mosque in the area surveyed	
What is the estimated number of families in area surveyed?	Families _____
GPS reference (Lat/Long) + AIMS (Promis) code	
Who are the local leaders ? Provide name, title, affiliations (Mulla, Commanders, TBA etc..)	
What is the ethnicity of groups in this area ?	
What is the main source of income for the community ?	
How many families left their place of origin ?	
How many families returned to their place of origin ?	
Which aid agencies are working here ?	

2. Needs Assessment per sector

EDUCATION **Formal educational facilities** Is there a school in area of origin? Yes ☐ No ☐ Are teachers available? Male: Yes ☐ No ☐ Number ---------------------------- Female: Yes ☐ No ☐ Number Are there madrassas or home schools operating in the area? (please name type) Do both girls and boys attend the formal/home schools? Please specify.	If not, how far is the nearest school?	If yes, what is the condition of the school building? Good ☐ Minor repairs required Destroyed ☐

HEALTH Is there a clinic in area of origin? Yes ☐ No ☐ Is the clinic functional? Yes ☐ No ☐ If yes, please specify type of clinic, (eg basic health post, basic health clinic, hospital) How far is the nearest Clinic (minutes/hours) and by which mode of transport? ______________________ Is there a trained TBA? Yes ☐ No ☐ What are the three most common health problems?

WATER What water resources are available (circle) ? How long does it take to travel to the main water source? What is the ground water level? Has the ground water level increased/decreased (by how much) in the past few months?	River, Canals, Wells, Springs, Karez, Other

Are there damaged water sources? Is there a drinking water shortage ? Is the water saline ?	Number of damaged wells/hand pumps: Number of destroyed wells: Number of non-functional canals/Karees: Yes ☐ No ☐ Yes ☐ No ☐
FOOD What is the percentage of food insecure assessed by VAM for the area? What is the current level of food security? Is a harvest expected this year? What are the factors effecting food security in the area? Has there been a food distribution? If so, when was the last distribution?	**AGRICULTURE** What is the total cultivable irrigated land in the village/community (in jareeb)?: What is the total cultivable rain-fed land in the village/community (in jareeb)?: Do most farmers have annual cropping cycle?: One Two What are the primary crops grown by most farmers? What are the secondary crops grown by most farmers? How are crops processed/sold? Over the last two years has livestock: Reduced %/numbers Increased %/numbers
SHELTER/VILLAGE DESTRUCTION What are the total number of houses in area surveyed? Number of houses damaged or destroyed ? Damaged: Destroyed:	No. Damaged Destroyed ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
SECURITY Do particular groups feel threatened? If yes, which groups ?______________ Are communities harassed by militia? Are there conflicts between factions? Was there recent forced recruitment? Are landmines present ? Are there UXOs? Is there extortion occurring? If yes to any of the above, who are/could be the people (ethnic/social groups such as women or young men) at risk in the area of return?	Yes No ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
Is there a presence of community police/ law enforcement personnel in the area of return: If yes, is it an official structure or community based?:	Yes ☐ No ☐

ACCESS What are the modes of transport to and from the area? Are traditional access routes to the area open? If not, what are the problems preventing access? Are routes accessible by truck, four wheel drive, car, donkey, foot? (Please specify which mode) Are the routes accessible in summer ? winter? (specify) What is the travel time to the district capital/main market What is the name of capital/ main market ?	Yes ☐ No ☐ Which one?
REINTEGRATION REQUIREMENTS Which package do you recommend for returnees? Agriculture tool package Seed package Shelter package If security/persecution is perceived to be a threat, what type of community based mechanisms/steps would enable better security for the returning families?	Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No ☐

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EXPLANATORY NOTES
Area of Origin Assessment Form

	Information Source	Importance	Comments
GENERAL INFORMATION			
Date of Survey	Assessment Team **Social and physical map**	The survey should be done well in advance of the planned move to allow full analysis of the data collected.	Use Western Calender
Organisation	Assessment Team		Helps verification of data
Surveyors Name	Assessment Team		Fill in **ALL** names Helps verification of data
Methodology	PRA tools	**VERY IMPORTANT**	Consult village leaders, women, Shuras, focus groups, aid personnel, others
Province	Assessment Team	**VERY IMPORTANT**	Use Codes
District	Assessment Team	**VERY IMPORTANT**	Use Codes
Village	Assessment Team	**VERY IMPORTANT**	
Mosque	Assessment Team	**VERY IMPORTANT**	Complete 1 Form for each location identified with a particular mosque, each village may have several mosques
Approx No. Families	Community social and physical map(separate focus groups of women and men)	Necessary to determine size of community and ability to absorb returnees	Community process to ensure cross-checking, triangulation and verification of data.
GPS Reference	Assessment Team	**IMPORTANT**	Take a GPS if possible. Useful information for AIMS.
Leaders names	Ven Diagram	**IMPORTANT**	Try to identify influential women eg TBAs, teachers plus other people with influence
Ethnicity	Social and physical map Male/Female focus groups	Indicator for potential strain with returning families	List all groups with percentages if possible
Main source of income	Community livelihood system Matrix/mapping (male/female focus groups)	Useful for identifying needs	Attempt to verify income possibilities/skills
No. Families Returned	Village Leaders Community focus groups	Useful for analysis of trends and sustainability	Verify from more than one source
Aid Agencies in Area	Village Leaders	**IMPORTANT**	Identifying gaps and sectors covered
SECTOR NEEDS ASSESSMENT			
Education	School President or Teachers	Information passed to Education RWG	Visually inspect schools to assess condition
Teachers	School President or Teachers, and community focus groups.	Information passed to Education RWG Can also assist to obtain a sense of discriminatory practices based on geder/ethnicity.	Interview Teacher or School President
Health	Social services/, facilities map Women's Focus Group	Information crucial to returning families.	Distance to clinic should be verified. Woman's Focus group best source of information
Health - Illnesses	Community health matrix and rating/Women's Focus Group	**High Incidences of Illness must be addressed in post-return programmes.**	Useful to develop separate matrix for the most common health problems of children/women/men.
Water Sources	Community transect walk/Women's Focus Group		Attempt to visually verify

Water - Distances	Woman' Focus Group	**VERY IMPORTANT** **Viability of Return questionable if water sources are inaccessible**	Attempt to verify visually.
Ground water level	Semi-structured discussion/ community key informants	Needed for Programme Planning	Verify with UNICEF, FAO and ICRC on return to Mazar
Damage to water sources	Community transect walk/ Women's focus groups	**VERY IMPORTANT** **Viability of Return questionable if water sources are unusable.**	Verify visually a sample of wells, karees/canals
Drinking Water Shortages	Community transect walk/ women's focus groups	**VERY IMPORTANT** **Viability of Return questionable if water shortages severe**	
Water Salinity	Semi-structured discussion/ community key informants	**VERY IMPORTANT** **Viability of Return questionable if water not useable**	Verify by testing
FOOD - Shortage	Focus groups/male/female	**VERY IMPORTANT** **If food shortages is a significant issue, then decision on returns and/or FFW crucial.**	Attempt to verify household stores
Last food distribution	Assistance map/Focus groups, male/female		Verify with food distribution agency
Land Use	Transect walk/farmers focus group		Verify through inspection
Village Destruction	Separate focus groups of women/men/children	**IMPORTANT to assess need for shelter/rehab programmes**	Verify through sample counting
Security	Semi-structured discussions, community leaders and focus groups incl. children.	**VERY IMPORTANT – Urgent decisions needed if area deemed insecure.** Accurate assessment is vital.	Fuller reports will be required by Protection Group, so additional notes are wise. Tick one box for each row
People at Risk	Structured interviews/ community leaders and focus groups	**VERY IMPORTANT**	Need to be sensitive in handling this issue. Verify with Agencies who work in area for a long period.
Police Presence	Venn diagram of local power structure and relationship/focus groups of women/men	Needed for contact on security matters	
OPERATIONAL ASSESSMENT			
Accessibilty of Road	Village Leader	IMPORTANT for convoy planning and identifying need for a route recce to confirm details	Include data on road condition in rain.
Market Distances	Village Leader	Required to assess ease of access to supplies and produce selling	Verify distances
Warehouses	Village Leaders	IMPORTANT for identifying possible distribution points for RPs	Verify condition and position. Include GPS Ref for ease to find
Reintegration Package	Village Leaders	IMPORTANT for convoy planning	May need to assess on own as Leaders may not be sufficiently objective. Tick one box for each row.

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INFORMED DECISION-MAKING: INFORMATION STRATEGY

In line with the Guiding Principles on Internal Displacement, and international human rights instruments, any IDP return process should be voluntary, safe, and sustainable. An information campaign is, therefore, a fundamental element of any return programme. The purpose of an information strategy is to help ensure that IDPs and others are aware of their rights and in a position to make decisions in their own best interest.

All information campaigns, including on-going efforts to keep IDPs briefed, should aim to ensure that IDPs are aware of their rights as citizens. Equally, it is important that IDPs understand humanitarian and other activities that concern them including initiatives geared to facilitate a voluntary return process, and have access to accurate information about their areas of origin so that they can make informed decisions.

It is important to conduct joint information campaigns with the local authorities. This will allow for a channel of dialogue between the assistance community and local counterparts and help ensure that local authorities are fully integrated into the decision-making process. In addition, joint information campaigns will increase transparency of all arrangements for the return programme and serve as a vehicle to raise awareness of the local authorities of the human rights framework that informs humanitarian action.

Objectives:

- Empower IDPs to make informed decisions regarding return
- Provide information to IDPs to help ensure they are sufficiently informed about the return process and their rights
- Build capacity of local authorities and national staff to work with vulnerable groups within a human rights framework, and
- Reduce potential security problems/misunderstandings

Methodology:

Training: Structured training should be provided to all the personnel who constitute the Information Team(s) on:

- Human rights framework with emphasis on IDPs rights/protection requirements
- Difficult/sensitive issues so they can respond to IDP questions on these
- Ways to facilitate IDP participation in planning/organization of the Return process
- Rationale for, and steps involved in, return procedures
- Points of contact if IDPs need additional information

It is likely that initial on the job coaching will also be required by Information Team members.

Modes of information dissemination: Several channels, or combinations of information dissemination tools, can be used:

Introduction

The long years of crisis in Afghanistan has borne witness to many episodes of devastation, suffering and repeated cycles of displacement as families and individuals fled war, human rights violations, drought, poverty or a combination of these. The aid community in Afghanistan has a mixed record, and divergent experiences, as a result of its efforts to help Afghans overcome different calamities and to regain control of their lives and means of survival. Few will dispute the general consensus that humanitarian action has been vital in saving lives and helping significant numbers of the most vulnerable to survive. However, time and again, experience shows that incompetent or poorly planned interventions have exposed Afghans to avoidable risks.

These *Guidelines and related Protection Tools* have been developed to facilitate, and improve the effectiveness of, all efforts geared to supporting voluntary and safe return, and the sustainable integration of Afghans, who are going home after lengthy periods of displacement as IDPs (Internally Displaced Persons).

It needs to be understood that these materials have been developed on the basis of hard-won experience and are intended primarily to provide guidance to aid actors who are new to Afghanistan. It is recommended that these materials be reviewed and adapted in light of local contemporary realities.

However, it is worth noting that many of the insights, and recommended steps, are not unique to Afghanistan. Good analysis, a well thought-through strategy, coordinated action including an agreed division of labour, proper consultation with, and the meaningful participation of affected groups in programme planning together with informed decision-making by at-risk groups, are just a few of the steps deemed essential for effective humanitarian endeavour.

The purpose of this publication is to capture, share, and build on some of the insights gained in recent months so as to maximize available resources and to enhance the effectiveness of all activities geared to supporting safe and sustainable return and re-integration. This also implies action needed to address the concerns of host communities and others who did not, or were unable, to flee. See *Note on Protection of Communities At Risk, p __.*

Protection is...

. . . . action aimed at securing respect for human rights, including preventing and/or alleviating abuse, deliberate harm or discrimination, and helping individuals or communities achieve conditions essential for a life of dignity and well-being. (Extrapolated from ICRC Workshops on Protection 1996-2000.)

- Local IDP and community leaders
- Separate community meetings with both male and female IDPs
- Meetings with existing health, community and mosque networks
- Local media

It is vital to ensure that information dissemination is not left to the leadership structure alone. To help ensure that IDPs are able to participate in the return planning and are well informed, discussions should be held with all segments of the IDP community.
If possible, it is important that international staff members, and senior members of the relevant Authorities, conduct initial meetings with IDP leaders and with a few community groups. This will increase the confidence of the IDPs and display a commitment from the agencies involved.

The pre-registration information campaign should occur at least one-two days prior to registration so that IDP families have time to absorb the information and make decisions. Information meetings should be held with groups of women and men separately. Information Teams should be comprised of representatives from the authority and assistance community. Further consultation will be required with those IDPs who are unwilling to return at this stage because of protection or other concerns.

Message: Elements of the message that should be provided to the IDPs include:

- The authorities and aid community are working together to assist people to return as soon as the conditions in their area of origin are assessed as suitable.
- Assessments are being conducted in their areas of origin to determine the level of assistance required to help ensure that basic needs of returnees and the whole community are met.
- Assistance linked with return will be provided in the area of origin only.
- Registration will be conducted and cross-checked.
- No one is forced to return to his or her area of origin. (Further discussion is required with IDPs indicating that they are unwilling to return at this stage.)
- Aid agencies are funding the costs of the return journey to places of origin; IDPs are not required to hand over money for travel/transportation costs.

REGISTRATION FOR RETURN: GUIDANCE ON PROCEDURES

Purpose: the central purpose of the Registration-for-Return exercise is to identify who (and how many) wish to return to their place of origin. This Registration process should also identify who is unwilling or unable to return - at this point in time - and the reasons for this. Additional information requested during the Registration process should facilitate planning and preparations for the return journey and subsequent re-integration.

Basic Procedures: local authorities and the aid community should have an agreed plan for Registration and Return. Personnel involved in the Registration exercise, and related tasks, should be fully familiar with the overall process and context in which the return programme is being organized. Special training should be provided to the Registration personnel who should fully understand the importance of IDPs making independent and informed decisions. Experience points to the value of combined female and male Registration teams that include personnel from the local Authority and the Agency with designated responsibility for the return programme. Local capacity and conditions will determine the pace of the Registration process; on average, a three-person team can register up to 200 families per day.

Security: it is important that necessary steps are taken to avoid over-crowding or panic at the Registration Centre(s). Clear indication of the location and time for Registration will help avoid confusion and security incidents.

Registration Centres: Allocating Registration Teams and Registration Centres to deal with IDPs going to a particular place of origin is likely to facilitate the Registration process.

Initial Verification: to minimize problems and confusion, it is important that the Registration Clerks (RC) are familiar with previous registration exercise including data recorded when IDPs registered for assistance. Following are a number of points which may facilitate the Registration exericse:

Verification: Registration Clerks, supervised by a Senior Registration Clerk, should verify the information recorded on any lists of IDPs that are already available. (Registration Teams have included aid workers and/or IDP community leaders; however, verification of the IDP family data should be carried out with aid agency involvement.) The name of the head of household (HoH), her/his father's or mother's name, family size (number of family members excluding the HoH, including their ages) should be checked. The RC should also cross-check the genuineness of the family composition by interviewing the wife or other members of the family as may be necessary.

Voluntary Return: The Registration Clerk should ascertain from the HoH whether s/he is returning voluntarily. If the HoH claims not to be returning voluntarily, s/he should be referred to the Verification Team (see below). The Registration Clerk should further assess whether or not the intention to return is genuine; if there are strong reasons to doubt that the return is genuine, the HoH and his/her family should be referred to the Verification Team.

Vulnerability: The Registration Clerk should make an initial determination as to whether or not there are vulnerable members in the family. If necessary, families with vulnerable members should be advised to contact the Medical Unit, and the registration put on hold until proper examination by a Medical colleague. The Medical Unit should advise on the advisability of the family member continuing with the return journey. The Verification Team, in consultation with the relevant Return Officer and concerned vulnerable individual, should make

decisions on a case-by-case basis on the most optimal course of action. Individuals with obvious vulnerability or special needs should be given priority during the Registration process.

Registration: Teams of three Registration Clerks, supervised by a Senior Registration Clerk, should work in a designated Registration Centre (room or tent). If necessary, registration should be carried out with the assistance of an interpreter. All efforts should be made to ensure that female HoHs are registered by female clerks. The clerks should invite HoHs in the waiting area to enter the registration room one by one with the assistance of interpreters and security personnel if necessary.

Before starting the registration, the Registration Clerks should ask the HoH whether his/her return is voluntary. If the HoH claims that his/her return is not voluntary, the Registration Clerk should refer the HoH to the Verification Team.

The RCs should not conduct detailed verification interviews. If the RC, however, detects an obvious case of fraud, the registration should stop and the HoH referred to the Verification Team.

Upon completion of the Voluntary Return Form, the RC should exchange the Family's Ration Card (or whatever system is in place to receive routine assistance) for a "Return Card" if, indeed, the Family has opted to return.

Before completing the interview, the RC should advise the HoH of the next stages in the process. The RC should retain the Return Registration Form. By the end of the working day, all copies should be handed over to the Senior Registration Clerk, who should ensure that all such Forms are provided to the Data Entry Clerk that same day.

Each RC should maintain a daily record of the number of HoHs and family members they have registered. This should be completed on a separate form. By the end of the working day, these figures should be reported, through the Senior Registration Clerk, to the Return Coordinator, for tabulation for initial statistics and a daily report of the Return Registration process.

Verification Proper: A Verification Team (consisting of local authorities and aid agency staff) should be available close to the Registration Centre. The Verification Team should verify the voluntary nature of return for problematic cases, address obvious cases of fraud, and carry out spot checks.

If a HoH states that s/he is not returning voluntarily, s/he should be referred to the Verification Team for interview. If the Verification Team determines that the HoH does not want to return, the team should record all such cases for subsequent decision by the Protection/Return Groups. If the team determines that the HoH is returning voluntarily, s/he should be allowed back into the registration procedure.

For obvious cases of fraud, the HoH and his/her family should be referred to the Verification Team. The Verification Team should interview each family member individually. If the intention to return is not found to be genuine, the team should record the details and inform the Return Coordinator. The Return Coordinator should then inform the family members that they cannot be registered, and that they are not eligible for return assistance. The family should be asked to leave the compound immediately; security personnel should be instructed to ensure that the family departs without incident. If the intention to return is found to be genuine, the HoH should be allowed back into the registration procedure.

The Verification Team should also carry out spot checks of arriving families (i.e. before families begin the registration process) to detect obvious cases of fraud.
ProtToolReturnRegProcdHRAmay2002

فورم ثبت بازگشت اوارگان داخلي
IDP RETURN REGISRATION FORM

Registration No: شماره ثبت					

Organization/Province ولایت سازمان						

HOH Name نام سرپرست فامیل

Son/Daughter of: ولد- بنت

Members of Household اعضأ فامیل

No	Sex جنسیت		Age عمر		Rel روابط		/ul مستح
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

Ethnic Origin: مليت اصلي

- ☐ Hazara هزاره
- ☐ Pashtun پشتون
- ☐ Tajik تاجك
- ☐ Turkmen ترکمن
- ☐ Uzbek ازبك
- ☐ Other وغيره

Current Address آدرس فعلی	
Province ولایت	
District ولسوالي	
Village قريه	
Mosque مسجد	
Camp کمپ	
House خانه	

Date of Displacement تاريخ اوارگي

Month: ماه ☐☐

Year: سال ☐☐

Reason for Displacement علت اوارگي

- War جنگ ☐
- Drought خشکسالي ☐

	Place of Origin اصل ولايت	Codes کود		
Province: ولايت				
District: ولسوالي				
Village: قريه				
Mosque مسجد				

Shelter in Origin سرپناه در اصل ولايت

☐ No Damage ثابت ☐ Minor damage نیمه ويران ☐ Severe Damage کلا ويران ☐ Unknown نامعلوم

Security in Origin امنيت در جاي اصل

Secur ☐ محفوظ Insecure ☐ غير محفوظ Unknown ☐ نامعلوم

What is you main source of income in your village? منبع اصل عايدات شما در قريه چيست

- ☐ Agriculture (irrigated) زراعت آبي
- ☐ Agriculture (Rain fed) زراعت للمي
- ☐ Livestock مالداري
- ☐ Other وغيره Specify: تشخيص

If agriculture, are you اگر زراعت باشد

- ☐ Land Owner زميندار
- ☐ Sharecropper - Rain Fed دهقان زمين للمي
- ☐ Sharecropper - Irrigated دهقان زمين آبي
- ☐ Daily Wage laborer مزدور

Are you be willing to return Home? آيا شما ميخواهيد که به خانه باز گشت نماييد

- ☐ Yes immediately عاجل
- ☐ Yes Later بعد When? چي وقت Month: ماه ☐☐ Year سال ☐☐
- ☐ No نخير

If later, for what reason? اگر بعدأ علت چيست

- ☐ Lack of security نيست امنيت
- ☐ Lack of shelter نيست سرپناه
- ☐ Lack of food نيست خوراکه مواد
- ☐ Lack of portable water نيست آب نوشيدني
- ☐ Lack of Agriculture water نيست آب زراعتي
- ☐ Lack of livestock نيست مالداري
- ☐ Lack of work بيکاري
- ☐ Lack of seeds کمبود تخم بزري
- ☐ Lack of tools کمبود سامان آلات
- ☐ UXOs/Mines خطر ماين
- ☐ Debts قرضدار
- ☐ Others وغيره

Comments: نظريات

IDP REGISTRATION FORM

EXPLANATORY NOTES

	Filled by	Importance	Comments
Registration Number	IOM Office using standard numbers	This number is used to search for families on the database	If not filled in, leave blank for others to fill in later
Organisation/ Province	IOM Staff or registration team	Can be filled in after as all forms are complete in a known location	Ensure province code is used
HOH Name	Registration Team	VERY IMPORTANT	This identifies family. Take great care to write clearly and accurately
Son /Daughter of:	Registration Team	VERY IMPORTANT	Used for verifying family during Community Assessment
Members of Household	Registration Team	VERY IMPORTANT Numbers in family used to plan convoy truck requirements and identifying vulnerable families.	Ensure accurate details are recorded, especially daughters. **USE CODES.**
Ethnic Origin	Registration Team	Important to identify possible protection issues	Tick the correct box. If Other, record ethnic group.
Current Address	Registration Team	This is important to find families again.	**USE PROVINCE and DISTRICT CODES.** Ensure accurate and consistent spelling.
Date of Displacement	Registration Team	Guide for length of time away	Use western calendar
Reason for Displacement	Registration Team	Guide for reason for movement	Tick one or both if relevant
Place of Origin	Registration Team	VERY IMPORTANT	This is used to compile convoys. Must be accurate. **USE CODES**.
Shelter in Origin	Registration Team	Indicator for Community Assessment team	Tick one box
Secure Insecure	Registration Team	Indicator for Protection Team	Tick one box
Main source of income	Registration Team	Guide for identifying needs	If other, state what profession.
If agriculture, are you;	Registration Team	Guide for identifying needs	Tick one box
Are you willing to return home?	Registration Team	VERY IMPORTANT	All returns are voluntary and no one should be forced
When?	Registration Team	Important	IDP family may have own plans that we should be aware of
If later, for what reason	Registration Team	VERY IMPORTANT	Identifies need for intervention to solve problem
Comments	Registration Team	Other notes can be put in here.	Ask if a relative is in place of Origin, if yes, who.

ProtToolIDPReg.ExpNoteHRA May2002

UNHCR CODES
FOR USE WITH IDP REGISTRATION FORMS

SEX		RELATION TO HOH		VULNERABILITY	
F	Female	SPO	Spouse (Husband/Wife)	SP	Single Parent
M	Male	CHI	Child (Son/Daughter)	SF	Single Female
		PAR	Parent (Father/Mother)	UE	Unaccompanied Elder
		SBR	Sister/Brother	UM	Unaccompanied Minor
		GBR	Grandparent (Grandfather /Grandmother)	PD	Physically Disabled
		GCH	Grandchild (Grandson/Granddaughter)	MI	Mentally Ill
		INL	In-Laws	CI	Chronically Ill
		OFM	Other Family Member		
		UNR	Unrelated person belonging to the household		
		A/U	Aunt/Uncle		

Annex V

POST-DISPLACEMENT MONITORING FORM

Date: Day:	Month :	Year :	**Organisation's Name:**	
Name of surveyors: 1.			2.	
3.			4.	
Location: GPS Longitude:			Latitude:	
Village:		District:	Province:	

I. General Information on the IDP returnee community

1. Where was the last place of displacement of the IDP community? Village/Camp:
   District: Province:
2. Date of return : Day: Month: Year: 3. No of returnee families:
4. Ethnicity:Tajik Hazara ☐ Pashtun ☐ Uzbek ☐ Turkmen ☐ Baluch ☐ Others. ☐ 4.1 What is the ethnic breakdown amongst the returnees?
5. Reasons for displacement: Drought ☐ Conflict ☐ Lack of employment ☐ Harassment ☐ Others ☐ Please specify other reason:
6. Have the causes of displacement been addressed: Yes ☐ No ☐ Partly ☐ Give relevant details if any:

6.1. Are there returnee families who have again left/fled after return? Yes ☐ No . ☐ If so, how many?_______ And when did they leave? ____________ For what reason/s? ______________________________

7. How many people returnee families have their own homes? ________. 8.1 Describe type of dwelling of returnee families: Tent/Makeshift ☐ Mudbrick ☐ Permanent ☐ Other ☐ Desribe. ☐

9.1 What are their sources of livelihood? Farming/Agriculture ☐ Daily wage labour ☐ Business/Trade ☐ Homecraft ☐ Relatives Overseas ☐ Others ☐ Specify: ☐

II. General information on the receiving community

1. No of residents: __________ 2. Ethnicity: Tajik ☐ Hazara ☐ Pashtun ☐ Tukmen ☐ Baluch ☐ Others ☐ Please specify:
   2.1 What is the ethnic breakdown?
3. Who are the local leaders? Provide name, title, affiliations (Mulla, Commanders, TBA etc..)
4. How many people families have their own homes? _________4.1. Describe type of dwelling of families: Mudbrick Tent/Makeshift ☐ Permanent ☐ Others ☐
5. How many families have members who are employed or are able to earn a living?

6.1 What are their sources of livelihood? Farming/Agriculture ☐ Daily wage labour ☐ Business/Trade ☐ Homecraft ☐ Relatives overseas ☐ Others ☐ Specify: ☐

III. Vulnerability indicators in the entire community

1. Are there female headed/managed households? Yes ☐ No ☐ If yes, how many?
2. What is the average age of marriage for girls? 3. Are girls able to attend school? Yes ☐ No ☐
4. How many families are in debt and facing repayment difficulties?
5. Number of physically disabled: 6. Number of mentally disabled:
7. Number of unaccompanied elders: 8. Number of orphans:
9. Number of child-headed households:

III. Presence of humanitarian and development agencies

1. Are there aid and development agencies in the area? Yes ☐ No . ☐
2. If yes, in which sector are the agencies involved in? Shelter ☐ Food ☐ Water ☐ Sanitation ☐ Health ☐ Income generation ☐ Education ☐ Special assistance to vulnerable groups ☐ Others ☐ Specify ☐

IV. Sectoral situation assessment

A. SHELTER

1. What is the total number of houses in the area?
2. Indicate number of houses damaged or destroyed. Damaged ______ Destroyed _______
3. Indicate shelter material needed to repair/improve damaged shelter. Roof beams ☐ Roofing material ☐ Bricks ☐ Stones ☐ Cement ☐ Timber ☐ Others ☐ Specify. ☐

B. EDUCATION

1. Is there a formal school in the area? Yes ☐ No ☐ 1.1. If not, how far and where is the nearest school?
2. If yes, what is the condition of the school building? Good ☐ Minor repairs required ☐ Destroyed ☐
3. Are there available teachers in the area? Male: Yes ☐ No ☐ Number: _______
   Female: Yes ☐ No ☐ Number: _______
3. Are there madrassas or home schools of other forms of schooling in the area? Yes ☐ No. ☐ If yes, please specify type of school. ____________
4. Do both girls and boys attend formal/informal schools? Yes ☐ No. ☐ Give relevant details if any.
   ____
5. What is the population of boys and girls attending school? If figures unavailable, give estimates. Boys ___ Girls ____
6. What is the number of boys and girls unable to attend school? Give estimates. Boys ____ Girls _____

C. HEALTH

1. Is there a clinic in the area? Yes ☐ No ☐ 1.1. If yes, is the clinic functional? Yes ☐ No ☐

1.2. If yes, please specify type of clinic(eg basic health post, ic, hospital). ____________

1.3. If there is no clinic in the area, how far is the nearest clinic (minutes/hours), specify type and by which mode of transport is it accessible? ____________ 2. Is there a trained TBA? Yes ☐ No ☐

3. What are the three most common health problems? ____________

D. WATER	
1. What water resources are available? Encircle: River, Canals, Wells, Springs, Karez, Others	4. Are there damaged water sources? Yes ☐ No ☐
2. How long does it take to travel to the main water source? ____________	4.1. Number of damaged wells/hand pumps: ________ 4.2. Number of destroyed wells:____________
3. What is the ground water level?____________	4.3. Number of non-functional canals/Karees: ________
3.1. Has the ground water level increased/decreased in the past few months? Yes ☐ No ☐	5. Is there a drinking water shortage ? Yes ☐ No ☐ 5.1. Is the water saline? Yes ☐ No ☐
3.2. If yes, by how much?	

E. FOOD	F. AGRICULTURE
1. What is the percentage of food insecurity assessed by VAM for the area?	1. What is the total cultivable irrigated land in the village/community (in jareeb)?:
2. What is the current level of food security?	2. 2. What is the total cultivable rain-fed land in the village/community(in jareeb)?:
3. Is a harvest expected this year? Yes ☐ No ☐	3. Do farmers have annual cropping cycle? Yes ☐ No ☐ 3.1 If yes, indicate how many. One ☐ Two ☐
4. What are the factors affecting food security in the areaa?	4. What are the primary crops grown by most farmers?
5. Has there been recent food distribution? Yes ☐ No ☐ If yes, when was the last distribution?	5. What are the secondary crops grown by most farmers?
	6. How are crops processed/sold?
	7. Over the last two years has livestock: Reduced ☐ %/numbers Increased ☐ %/numbers

G. SECURITY	
1. Does any group feel threatened? Yes ☐ No ☐ 1.1. If yes, which groups?	5. Is there extortion occurring? Yes ☐ No ☐ If so, which groups are targeted, if any?
2. Are groups harassed by militia? Yes ☐ No ☐ 2.1. If yes, which groups?	7. Was there recent forced recruitment? Yes ☐ No ☐ 7.1. If so, is any particular group at risk? Yes No
2.2. By which militia?	7.2. If yes, specify which group.
3. Are there conflicts between factions? Yes ☐ No ☐ 3.1 If yes, between which factions?	8. Is there a presence of community police/ law enforcement personnel in the area? Yes ☐ No ☐
4. Are UXOs and/ or landmines present? Yes ☐ No ☐	8.1. If so, is it official? ☐ community based? ☐ other? ☐
4.1 . Have there been recent mine accidents? Yes ☐ No ☐	9. Are there tensions between the returnee community and the receiving community? Yes ☐ No ☐
4.2. If yes, where and when?	9.1 If yes, what are the signs/manifestations of such tension/s?
4.3. Are there efforts underway to clear landmines/UXOs? Yes ☐ No ☐	9.2 And what are the reasons for such tension/s?



Annex V (a)

EXPLANATORY NOTES: Post-Displacement Monitoring Form

1. **OBJECTIVE:** Monitoring and analysis of the situation in areas of return, relocation, or re-settlement are integral components of initiatives to support durable solutions to displacement, and should generally be designed to support the viability of post-displacement conditions. Specifically, monitoring should help in determining the current situation in vital sectors and what action, if any, needs to be taken to support reintegration of IDPs including harmonious relations with the resident population. Post-displacement monitoring should also contribute to the sustainability of the larger community in the area concerned.

2. **FREQUENCY/DURATION:** Ideally, monitoring should be carried out over a period that allows for immediate (within the first two months), medium (six months) and long-term (after a year) evaluation.

3. **SURVEYOR'S BOX:** It is important to completely record the details in this section, for accountability purposes as well as the integrity of the monitoring exercise. It also enables future surveyors to communicate with previous surveyors where necessary for cross-checking or other purposes.

3. **SECTION I and II, GENERAL INFORMATION** on the IDP returnees and receiving community: These sections are designed to give a general indication of the level of integration of the returnees within the area, and to allow for a quick comparative analysis of the profile, including economic conditions of the returnee and receiving communities.

4. **SECTION III:** This section aims to obtain an overview of the level of aid agency activity in the area, and to assist in identifying gaps in the humanitarian intervention required by the community. This refers to all assistance projects, regardless of target populations. Accordingly, it is important to record all relevant projects for both returnee and receiving communities.

5. **SECTION IV, SECTORAL ASSESSMENT:** This section aims to get an overall picture of the viability of the entire community, including its requirements in critical sectors such as food, shelter, health. Accordingly, in recording the necessary information, surveyors must keep in mind that the information required relates to the community as a whole. This section is parallel to the Area of Origin Assessment Form (Annex II, and in completing this section, refer to the relevant Explanatory Notes (Annex II (a).

6. **SECURITY:** This final section should be treated with confidentiality and sensitivity. Information recorded in the forms should not go to a central database.

Context

Afghanistan is one of the poorest and most war-scarred countries in the world. Years of conflict, abuse of power, human rights violations, profound underdevelopment, deep-rooted poverty, drought, and widespread social upheaval are just some of the factors which have shaped the crisis in Afghanistan.

The signing of the Bonn Agreement on 5 December 2001, inauguration of the Afghanistan Interim Administration (AIA), preparations for an Emergency Loya Jirga in June 2002, significant increases in aid agency activity, and AIA initiatives for the recovery and rehabilitation of Afghanistan's economy and infrastructure, are among the many factors that have inspired population movements in a homeward direction. However, notwithstanding many positive changes, a plethora of problems continue to generate population movements away from places of origin, and pose serious challenges to return and reintegration plans and programmes.

Principles



By UNHCR/R. Colville

A high turnover, and a welcome pool of new workers in Afghanistan, have highlighted the importance of constant re-affirmation of basic humanitarian principles to guide return, reintegration, recovery planning, and programming. Protection tools and procedures that have been developed take guidance from fundamental humanitarian principles, the Guiding Principles on Internal Displacement, international human rights and humanitarian law, refugee law and the Bonn Agreement. There is a clear need to respect fundamental humanitarian principles of Humanity, Impartiality and Neutrality as well as the principles of Voluntary, Safe and Sustainable Return and Reintegration; the latter is obviously important in terms of securing an environment that respects human rights and that supports conditions essential for a life of dignity and well-being.

Other important principles include the primary responsibility of national and local authorities for the protection and well-being of at-risk and vulnerable Afghans. This includes respect for

humanitarian space including the right of non-combatants to be treated as civilians, the right of all in need to receive, and benefit from, humanitarian action, and respect for the safety of humanitarian personnel and assets. *See Annex I, "Guiding Principles on Internal Displacement: At a Glance".*

Coordination: protection fora

Inter-Agency Protection and Return Groups have emerged in many field settings to facilitate joint, strategic, and coordinated action for returnees and the wider host community. Some of these Groups have developed localized return and/or recovery plans to meet agreed objectives and to give effect to abiding principles. Such *fora* play an important role in assessing, reviewing, and updating agreed plans as well as pre-empting, and/or dealing with problems as they arise. This is particularly important when dealing with security or protection issues or mapping out a division of labour. Inter-Agency groups work best when they include a cross-section of aid personnel, Afghan and non-Afghan, that represent diverse perspectives and experience.

Analysis and strategic planning

A central challenge facing all actors engaged in helping Afghans overcome the current crisis is the task of generating the data and analysis that allows for sound planning, for immediate and medium-term interventions, to help Afghans who have been up-rooted to return to sustainable communities and livelihoods. A central feature of all such planning is the importance of assessing human rights, or protection considerations. Ideally, plans should identify how assisted return to assessed areas of origin will help both returnees and receiving communities. In this connection, it is likely that pre- and post-return interventions are required as well as post-return monitoring and assessment of the durability of reintegration initiatives. Other important aspects of planning include steps to ensure that potential returnees are in a position to make informed decisions, and are adequately consulted on measures geared to facilitate their voluntary return. No less important, is the need to ensure that the receiving community is fully engaged in planning to augment its capacity to receive and absorb returnees. This is particularly important in situations where IDPs or refugees have fled factional violence, inter-group tensions, or where the property (or assets) of those who fled has been commandeered or used by others. Experience shows that plans are only as good as the data and analysis that informs planning. It is clearly important to constantly review and adapt plans to meet new or changing situations and/or to take account of feedback from prior return movements or other relevant experiences.

Protection everywhere for everyone

The Afghanistan experience is not unique in highlighting the importance of *all* aid personnel being cognizant of, and attuned to, the need to address the protection or human rights concerns in all programme planning and implementation. Time and again it becomes apparent that problems with serious protection implications could have been avoided or ameliorated if pre-planning had addressed underlying tensions or factors which result in particular groups being marginalized or put at risk. One of the most common, frequent, and troubling problems faced by aid personnel concerns inequitable or dysfunctional distribution mechanisms that exacerbates, or results in, certain individuals or groups being harmed or unable to benefit from services geared to meet their requirements including basic food, shelter and water entitlements. Better forethought, planning or registration systems could often avoid such problems arising in the first place.

Essential Steps to Effective Programming

Following are a number of actions that are generally deemed necessary in a programme designed to maximize the protection and well-being of Afghans engaged in, or affected by, return and reintegration processes.

1. Analysis and Strategic Planning
2. Assessment and Analysis in Area of Origin
3. Information Programme
4. Registration and Identification of IDPs wishing to return
5. Decisions on Non-Returns, Delayed/Postponed Returns
6. Identification of vulnerable or at-risk groups/individuals
7. Review of original plan including in relation to protection issues
8. Pre-Return preparations including in areas of origin
9. Transport home arrangements
10. Distribution of Reintegration Package
11. Post-Return Monitoring and Analysis
12. Continued support for re-integration and community development

Assessment and analysis in area of origin/return

Assessment of pertinent factors in the Area of Origin/Return, and analysis of the conditions essential to effective re-integration, are crucial aspects of the overall planning process. *An "Area of Origin Assessment" tool, together with Explanatory Notes are available in Annex II and IIa.*

Agency personnel familiar with a particular area are normally in the best position to carry out Assessments. Assessment and analysis exercises should strive to ascertain the sustainability of potential return movements taking into account local conditions and existing coping capacity particularly in relation to such essentials as food, water, housing, livelihoods and security including good community relations.

Protection issues warrant priority attention in the Area of Origin Assessment exercise particularly in terms of actual or potential disputes over property and the relationship between communities and local authorities.

Analysis of available data should facilitate decision-making by the Return and Protection groups particularly on issues such as the viability of the anticipated returns.

Informed decision-making

Structured ways of helping ensure that people in need of humanitarian support are well-informed and able to make decisions in their own best interest should be part and parcel of all assistance programmes. The need to address this issue in IDP, and other such distant-from-home settings, is critical. It is important that IDPs, and others on whose behalf the aid community is developing assistance programmes, are aware of, and involved to the extent possible, in the preparation and implementation of agreed projects. Even though it is conventional wisdom that IDPs and others know about conditions in their place of origin, it is not automatic

that all, and especially those who are vulnerable or marginalized, will know about changes that have occurred since they left their home villages. It is also important that potential returnees know about planned aid community, or other support, designed to facilitate their reintegration.


By SALAM/J. Mohr

Experience shows that information campaigns, including information initiatives in advance of registration-for-return exercises, are those that have been developed collectively (by a cross-section of personnel/expertize), draw on data from Area of Origin Assessments, and make special efforts to reach the most vulnerable. *See Annex III for guidance on this topic.*

Return registration


By UNHCR/R. Colville

The purpose of such a registration exercise is to ascertain the plans and thinking of IDPs, including the reasons for declining, or postponing their return to, their place of origin at that point in time. It should build on any similar data collection exercise that had been undertaken prior to the Return Registration exercise. The registration should result in data that facilitates planning for return and reintegration. It should also help the aid community decide how to address the situation of those who decide not to return or who indicate they wish to postpone the decision.

It is important that relevant local/other Authorities and aid agencies are in full accord on the registration process and work together to ensure its effective implementation.

Registration should be seen as both a programming and protection tool. Collected data should contribute to a growing profile of the IDP population and help identify protection issues as well as provide data necessary for planning the return home movement.

The principles of safe and voluntary return imply that care must be taken to ensure that no pressure, or undue influence, is used during the Registration process. Notwithstanding a pre-registration information drive, efforts should be made to ensure that IDPs understand the purpose of the registration exercise.

Registration should be conducted by trained staff in a confidential environment; IDPs should be able to ask question, freely express their concerns or opinions, and be confident that information obtained during the registration process remains confidential. The Registration Team should, whenever possible, include women and should operate in a manner that allows for unhindered access to all. *See Annex IV, Registration for Return.*

Non-returns, delayed or postponed return

During the Return Registration exercise, it is possible that some families and individuals will elect not to return as part of the planned return movement. Invariably, such families will have a range of different reasons for deciding not to return, or leaving open the possibility of doing so at a later point in time. It is important for all concerned (local authorities, agency responsible for the registration process and/or management of IDP camps, actors engaged in area of origin, others such as Protection and Return Groups) to understand the specific reasons determining decisions to remain displaced.

An analysis of the population electing not to return, and the reasons for this, should be developed taking into account data from the Return Registration exercise as well as specific Focus Group discussions where feasible. Such an analysis should include a profile of the people in question (who they are, where they come from, chief characteristics), their displacement experience including any protection or other problems they have experienced, the stated reasons for not returning, and the situation in their place of origin. Such an analysis should help all concerned actors determine available options and how to explore these.

For example, if the deterrent factor to returning home is debt, poverty, or lack of confidence in being able to survive without recovery assistance in place of origin, local authorities and the aid community should be able to develop specific interventions to address these concerns.

However, if the reasons for non-return are primarily of a protection nature, it is incumbent on concerned actors to determine what can be done in the short and longer-term to address such problems in collaboration with the affected population. Thus, for example, if the issue is the presence of landmines or UXO, an action plan and timeframe, should be developed in consultation with all concerned actors. If protection issues are related to abusive relationships and experiences, it is likely that finding a viable solution will take time and a package of interventions.

In the event that solutions for real or perceived problems are not readily available, local authorities and aid actors will have to decide in collaboration with the non-return population, what are the most viable options taking into account potential changes in area of origin, in and around the area of displacement, alternative courses of action, and available resources.

Vulnerable and at-risk groups/individuals

Vulnerability in the Afghan context tends to be broadly defined. Assessment and planning tools tend to facilitate identification of those who are vulnerable as well as conditions that exacerbate vulnerability. It is

less common for such tools to identify at-risk individuals or groups and the conditions that need to be addressed to enhance their protection. This whole package is geared in part to help address that problem. People of concern tend to include:



- Female headed households ie families without effective male protection/support
- Separated minors or child-headed families
- Unaccompanied disabled
- Elderly with little or no family support
- Mine-affected communities
- Very poor/indebted families
- People who have been traumatized and/or exhibit very poor coping skills
- Victims of abuse including sexual violence or intimidation
- Religious or ethnic groups who are a minority in a particular area
- Returnees where property/other disputes are an issue
- Communities harassed by "men with guns"

Review of original plan/Update database

In some locations, agencies have collaborated to contribute to a central data base that profiles areas, communities, or particular issues (such as water sources/availability in a particular Province, level of destroyed shelter). A central data-base that facilitates ready access to pertinent information augments transparency and facilitates collaborative action. It is well understood that issues of a sensitive nature should not be recorded in such a manner. However, it is clearly important that the aid community has the ability and commitment to address protection and other sensitive issues in a manner that allows for joint and complementary action.

Pre-return preparations

Actions needed to maximize safety during return and the ability of returnees to integrate quickly will vary greatly from location to location. In line with the Guiding Principles on Internal Displacement, following are some points to help the planning and return process:

- Dialogue with all relevant authorities (local, district and provincial level) at the outset of the planning process to maximize effectiveness, promote compliance with humanitarian and protection principles, and to ensure transparency.

- Assessment visits by returnee representatives, including women, to area of origin to facilitate informed decision-making and positive inter-communal relations. In this connection it is important that there are structured meetings between local shura representatives of the resident population and returnee representatives to identify any potential problems; this is particularly important in areas where IDPs fled because of harassment or conflict.
- Assessment in area of origin by aid agency/other personnel must be as thorough as possible (to determine level of food security, water, shelter, protection issues etc) and undertaken well in advance of planned return movement to allow for any interventions deemed necessary.
- Analysis of absorption capacity in area of origin should also address the situation of the resident population and what measures can be taken to avoid undue strains on limited resources and community relations.
- Analysis of the area of origin situation should, ideally, lead to Community Development Plans designed to benefit the whole community.
- Information available from the assessment in the area of origin and registration-for-return should be analyzed together to identify steps that need to be taken prior to the commencement of the return movement. For example, it is almost inevitable that the returnee population will include women in the latter stages of pregnancy; decisions on the exact date of their return must take into account the state of the woman's health and her family's situation in the place of origin.
- All protection issues, including for example, the issue of mines and UXO (either en route to or in general area of origin) must be carefully assessed to ensure that all necessary steps are taken to safeguard the safety, integrity and well-being of returnees and the resident population.
- All logistic planning, including actual transportation home, must address the needs of those who are vulnerable. For example, return movements that involve a lengthy journey – more than six hours – must address the special needs of women, the sick or the elderly.

Transport home arrangements

Experience varies throughout Afghanistan on the best way of transporting home returnees; a few lessons from experience gained to-date may help future return movements.

It is important that families know well in advance the actual planned date of their return home. Families should also know the procedures involved in re-locating them to their destination. For example they need to know if they should take water with them for the journey or whether water and food will be made available for the journey.
The return route should be known and well-used. It should also be tested for the type of truck transporting home returnees. For example, it needs to be clear in advance that trucks are able to negotiate difficult parts of the road, broken bridges etc.

Return movements generally involve a "pre-Board registration" when families are issues Boarding Cards for use on their day of departure. A check is normally named to ensure that


By Jan Dago

the family particulars of the family presenting itself for return is the same as the family that registered for return. On the actual morning of departure, aid agency staff including health personnel should be on hand to monitor the process and to sort out small problems that invariably arise. If at all possible, a health worker should accompany the return movement. It is also useful to identify in advance people with particular skills on board, for example, TBAs (Traditional Birth Attendants) or people with language skills.

Reintegration package

Practice varies as to when, where and how the reintegration package is provided. Returnees should be fully aware of the contents of the return package and when they will receive it. In general, the return package attempts to address problems returnees are likely to face; thus, those without shelter receive a tent, or beams to help them build or reconstruct their house, while others, or all, receive agricultural kits. In some situations, the aid community was able to provide clothes for kids or other inputs for poor families.

The standard Reintegration package in the Northern Region consists of:

Item	Quantity	Comments
Wheat	150 kg/family	WFP ration for 3 months
Plastic Sheets	2	-
Jerry cans/water buckets	2	One distributed pre-departure
Blankets	2	-
Soap	7 bars	-
Mats	2	-
Shelter Kit	1	Tent or HCR kit
Agricultural Kit		FAO-supplied
Kerosene lantern		Optional

Post-return monitoring and analysis

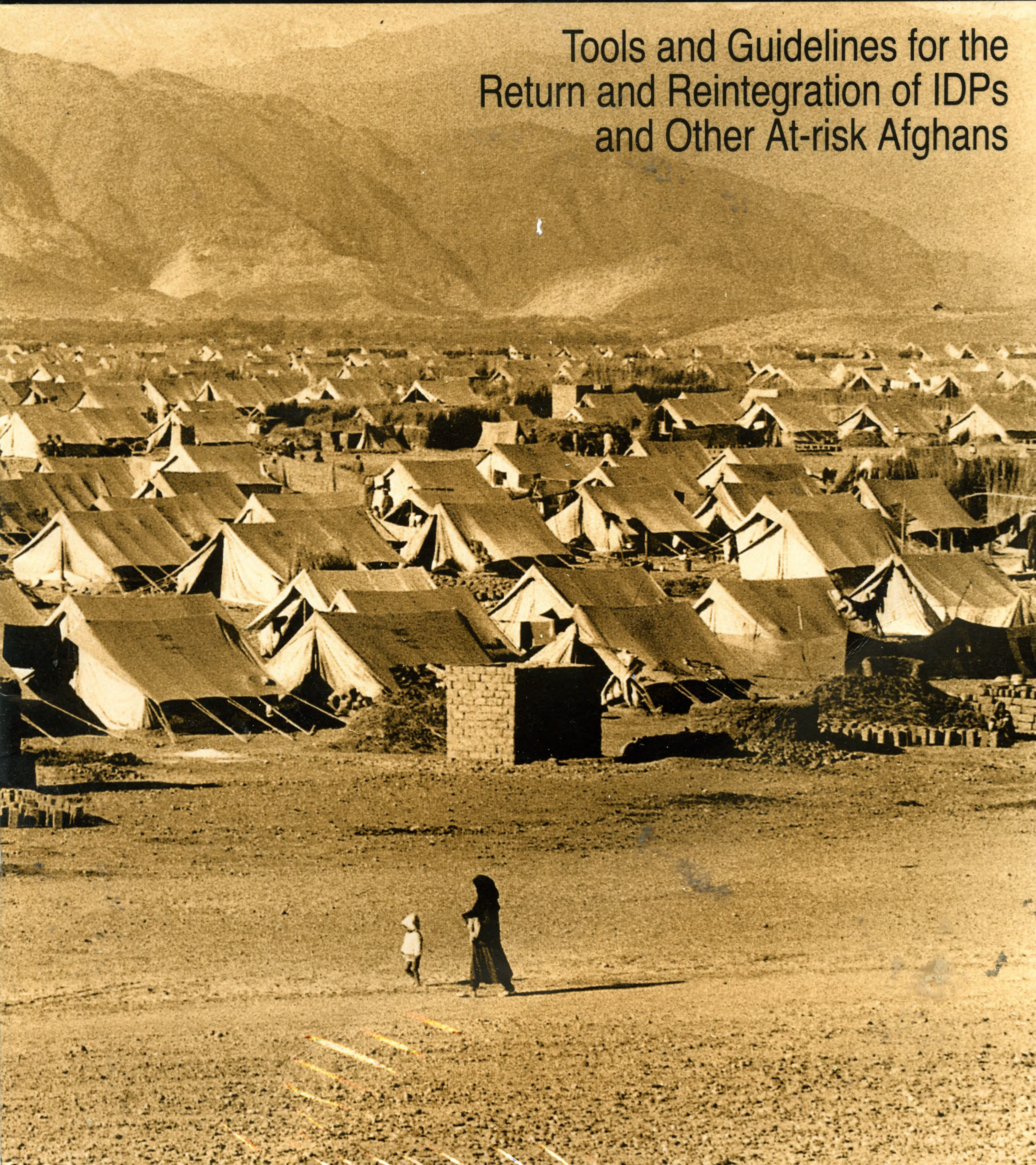
Monitoring and analysis of the situation in receiving communities is vital and should occur within a specified period of time but no later than two months after people have arrived home. The basic objective of all such monitoring is to ascertain the sustainability of the process and what action, if any, needs to be taken to support the reintegration of the returnees and the viability of the larger community.

Experience to-date identifies the importance of:

- Using standard return monitoring tools to allow for comparisons and analysis
- Arranging for systematic monitoring in a timely manner
- Using the monitoring and analysis process to identify issues that need to be addressed prior to future return movements and to modify existing community development plans/programmes
- Direct and confidential interviews with a cross-section of returnees and the host community are a crucial element of good monitoring and analysis. The analyzed data should allow for a good understanding

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